



State of Arizona
Department of Education

Tom Horne
Superintendent
of Public Instruction

August 28, 2006
CN# 24-07

To: Food Service Directors

From: Carol Foxhoven
Financial Services Director
Health & Nutrition Services

Subject: School Year 2006 - Food Services Annual Financial Report & Mandatory Training Requirement

Original Signed

This is a reminder that for all non-public schools the SY06 Child Nutrition Program Annual Financial Report (CNP AFR) is due October 1, 2006. The annual financial reports must be submitted via the CNP Annual Financial Report.

Participation in mandatory training is required for all users with access to Common Logon, CNP Annual Financial Report. To maintain your current username or to obtain access to CNP Annual Financial Report, please register for one of the AFR trainings offered in September. You may register online at <https://www.ade.az.gov/online/registration/>. Select Health & Nutrition: NSLP – AFR Web Based Training. If you do not provide a copy of a training certificate by the end of September 2006 your current access will be disabled.

A copy of the training manual is available at <https://www.ade.az.gov/health-safety/cnp/financial/>. Select Annual Financial Report Manual.

If you need assistance with submitting the AFR Online, contact Mila Makal at (602) 542-8714.